

SECRET

Approved For Release 2006/11/13 : CIA-RDP75-00399R000100040060-7

REPORTS INVENTORY						CONTROL NO. DDP - 125											
PREPARE IN DUPLICATE																	
1. TITLE OF REPORT (If a fill-in report include Form No.) EQUIPMENT EVALUATION REPORTS						2. TYPE OF REPORT <table border="1"><tr><td>STATISTICAL</td></tr><tr><td><input checked="" type="checkbox"/> NARRATIVE</td></tr><tr><td>MACHINE-NAME LISTING</td></tr></table>		STATISTICAL	<input checked="" type="checkbox"/> NARRATIVE	MACHINE-NAME LISTING							
STATISTICAL																	
<input checked="" type="checkbox"/> NARRATIVE																	
MACHINE-NAME LISTING																	
3. FUNCTIONAL AREA		PERSONNEL		TRAINING		ADMIN. GENERAL											
		LOGISTICS		SECURITY		OTHER (specify)											
		MEDICAL		FINANCE		<input checked="" type="checkbox"/> USIB											
4. NO. OF COPIES PREPARED 25		5. FREQUENCY (weekly, monthly, quarterly, etc.) 11 per month (approx. 132)				6. DISTRIBUTION (No. of components not number of copies) TSSC/USIB											
7. FORMAT (memorandum, form computer print-out, etc) Narrative		8. ADP PROCESSING <table border="1"><tr><td>YES</td><td>IF YES GIVE ADP PROCESSING NO.</td></tr><tr><td><input checked="" type="checkbox"/> NO</td><td></td></tr></table>				YES	IF YES GIVE ADP PROCESSING NO.	<input checked="" type="checkbox"/> NO		9. DIRECTIVE AUTHORITY REQUIRING REPORT TSSC/USIB & C/TSD							
YES	IF YES GIVE ADP PROCESSING NO.																
<input checked="" type="checkbox"/> NO																	
10. PREPARING COMPONENT (include lowest level contributing information to report) TSD <input type="checkbox"/>				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) N/A													
12. COST FACTORS																	
A. MANUAL PREPARATION AND REVIEW COSTS																	
GRADE	HOURLY RATE	<input checked="" type="checkbox"/>	HOURS PER REPORT	=	COST PER REPORT	<input checked="" type="checkbox"/>	TIMES PREPARED = COST PER YEAR										
							\$142,138.00 TSD Internal Produced										
							\$200,000.00* TSD External Contracts for like Reports										
B. COSTS OF COMPUTER PRODUCED REPORTS																	
TOTAL COSTS PER YEAR						\$342,138.00											
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. June 1963 to inform C/TSD and electrical operational suitability of TSD originated <input type="checkbox"/> equipment. Operational and electrical analysis of technical equipment; <input type="checkbox"/>																	
* External contract costs (itemized separately) included to more realistically reflect total reports cost.																	
14. FUTURE GOALS																	
GOAL PROPOSED BY COMPONENT FOR THIS REPORT						ESTIMATED SAVINGS											
<table border="1"><tr><td><input checked="" type="checkbox"/> RETAIN AS IS</td><td><input type="checkbox"/> OTHER (explain)</td></tr><tr><td><input type="checkbox"/> CHANGE</td><td></td></tr><tr><td><input type="checkbox"/> DISCONTINUE</td><td></td></tr></table>						<input checked="" type="checkbox"/> RETAIN AS IS	<input type="checkbox"/> OTHER (explain)	<input type="checkbox"/> CHANGE		<input type="checkbox"/> DISCONTINUE		<table border="1"><tr><td>MAN-HOURS</td><td>DOLLARS</td></tr><tr><td></td><td></td></tr></table>		MAN-HOURS	DOLLARS		
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<input type="checkbox"/> DISCONTINUE																	
MAN-HOURS	DOLLARS																
16. DATE OF INVENTORY October 1963		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION Approved For Release 2006/11/13 : CIA-RDP75-00399R000100040060-7					18. EXTENSION										

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